



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: June 6, 2012

FR: Deputy Executive Director, Policy

W.I.: See Request for
Committee Approval

RE: Contract: Temporary Staffing Services with Local Government Services (\$2,500,000)

This memorandum asks for Committee approval of a \$2,500,000 contract with Local Government Services (LGS) to provide temporary staffing services during FY 2012-13, with options to extend the contract in one year increments through FY 2016-17, subject to the annual agency budget processes.

Background

MTC currently contracts with Local Government Services (LGS) to provide project-based staffing services for various operational programs for the planning and operations activities including Lifeline, 511, TransLink®, FasTrak®, Motorist Aid, arterial operations, and regional streets and roads programs. The current LGS contract is set to terminate on June 30, 2012. This contract commenced in FY 2006-07 and included an option allowing MTC to renew the contract for up to four (4) additional years, subject to agency budget approval and satisfactory performance by LGS. LGS' performance was satisfactory, and the contract was extended for the full five years.

Funding in an amount not to exceed \$2,500,000 is included in the Draft FY 2012-13 Agency Budget for MTC, BATA and SAFE to continue LGS staffing from July 1, 2012 through June 30, 2013; staff anticipates additional requests to extend the contract, subject to annual agency budget approval processes.

Recommendation

Staff requests that the Committee authorize the Executive Director or his designee to negotiate and enter into an agreement with LGS for project-based staffing for FY 2012-13 in an amount not to exceed \$2,500,000, with an option to renew the contract for up to four (4) additional years subject to agency budget approval for each fiscal year from FY 2013-14 through FY 2016-17.


Ann Flemer

AF: AM

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.: 1122, 1221, 1224, 1232, 1233, 1234, 1251, 1253, 1254, ~~1311, 1512~~
1413, 1611, 6037, 9130, and possible additional work items as pre-
approved by the Executive Office due to changing funding source
needs.

Consultant: Local Government Services
Carmel, CA

Work Project Title: Project-based Staffing Service

Purpose of Project: To provide project-based staffing services

Brief Scope of Work: To provide project-based staffing services during FY 2012-13 for
various operational programs for the planning and operations
activities including Lifeline, 511, TransLink[®], FasTrak[®], Motorist
Aid, arterial operations, and regional streets and roads programs,
with options to renew for four additional one-year periods through
FY 2-16-17.

Project Cost Not to Exceed: \$2,500,000

Funding Source: STA, STP, TDA, CMAQ, BATA, SAFE, FSP, FHWA Planning
Funds, HUD Grant, and General Fund

Fiscal Impact: Included in Draft MTC FY 2012-13 Agency Budget

Motion by Committee: That the Executive Director or his designee is authorized to
negotiate and enter into a contract with LGS to provide project-
based staffing services for FY 2012-13, as described above and in
the Executive Director's memorandum dated June 6, 2012, and the
Chief Financial Officer is directed to set aside funds in an amount
not to exceed \$2,500,000 for such contract.

Administration Committee:

Dave Cortese, Chair

Approved: Date: June 13, 2012